

8 March 1977

MEMORANDUM FOR: Chief, Management and  
Assessment Staff

FROM : [REDACTED]  
Chief, Production Division/P/ODP

SUBJECT : Critique of DDA Division  
Chiefs' Conference

1. The conference provided an excellent opportunity for me to work with my peers to achieve the published objectives, while providing an exchange for ideas and related experiences. Since this was the first conference, I feel that established goals were good and certainly served as the tenor for our discussions. Most conference objectives can easily be met, but the true value will be determined if the ideas exchanged and the recommendations made, are carried back to the day-to-day environment. Too often the openness and willingness to identify problem areas exist only for the span of the conference, and little thought put on them later. Such conferences as this one, can be a very valuable tool if repeated every two years. Perhaps another conference scheduled for the off years can provide the opportunity for Division Chiefs and certain Staff Chiefs to present the role of their division and to highlight what they see as their contribution to the Directorate.

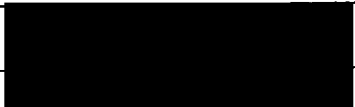
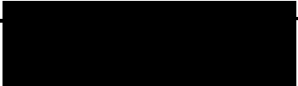
2. The organization of the conference was very good, certainly illustrating the results of a commendable job done by the Steering Group. The invitation to all to identify the topics they thought should be discussed certainly provided one with a feeling of contributing. Thus, I was able to identify with the conference, rather than attend a session established by someone else. The team organization was an approach that proved to be very effective. The smaller teams encouraged participation from all, whereas an open conference may have been monopolized by just a few.

3. The single factor which contributed significantly to the success of the conference was arranging the meeting to be held at [REDACTED]. By removing Division Chiefs from their day-to-day environment and setting them in a secluded place, where

interruptions were minimal, there was no alternative other than to get involved in the conference and the momentum set by the Steering Group. The facilities at [REDACTED] were excellent, as usual, as well as the administrative support. STATINTL

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ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		X INFORMATION		SIGNATURE	
<b>Remarks:</b>  I apologize for not being able to attend your follow-up session last Friday on the DDA Division Chiefs' Conference. Attached is a copy of my evaluation of the conference. <i>Loyal</i>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
<i>Loyal</i>				<i>3/5</i>	
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